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December 11, 2014

TO: Audit Committee

FROM: John Naimo 
Auditor-Controller

SUBJECT: **SUNSET REVIEW FOR THE LOS ANGELES COUNTY SMALL CRAFT
HARBORS DESIGN CONTROL BOARD**

RECOMMENDATION

The Audit Committee recommend to the Board of Supervisors (Board) to extend the Los Angeles County Small Craft Harbors Design Control Board's (DCB) sunset review date to March 31, 2019.

BACKGROUND

The Board created the DCB pursuant to Los Angeles County Code Chapter 2.116.110. The Board approved the most recent sunset review date extension on May 8, 2007.

The DCB reviews and approves the architectural design and landscaping of improvements to be constructed at each County harbor or marina for compliance with applicable laws, ordinances, contracts, leases, and policies. In addition, the DCB advises the Board and the Department of Beaches and Harbors (DBH) on the implementation of architectural design regulations, policies, and related matters.

In 1961, the Board approved and adopted the Specifications and Minimum Standards of Architectural Treatment and Construction, and appointed the DCB to review and approve the architectural design and landscaping of proposed improvements to be constructed in Marina del Rey (MDR). This was reiterated in the Los Angeles County Local Coastal Program (LCP), which governs all development in MDR. The LCP was approved and adopted by the Board, and certified by the California Coastal Commission, in 1984.

The DCB is comprised of two architects, one landscape architect, one land developer, and one member in the field of business management, for a total of five members, one appointed by each Supervisor. Currently, in place of the land developer, one member is a traffic engineer who has worked on land development projects. The DCB meets monthly and members receive a \$25 stipend per meeting, as well as reimbursements for necessary travel expenses. During the period reviewed, from January 2011 to June 2014, one Commission member waived their monthly stipends. DBH provides the DCB with necessary staff support, services/supplies, and stipends, totaling approximately \$201,500 for Fiscal Year 2013-14.

JUSTIFICATION

The DCB held 28 meetings from January 2011 to June 2014 (approximately eight meetings each year). The average meeting attendance was 3.5 (70%) members.

During this review period, the DCB reviewed and made recommendations on 86 MDR proposed improvement projects including signage, landscaping, painting, renovation, demolition, and new developments. For example, the DCB recommended approval of several projects that included the completion/improvements of pedestrian promenades to enhance access to and enjoyment of MDR's waterfront area.

The DCB's objective for the coming period is to continue reviewing architectural design and landscaping improvement projects for MDR properties. The DCB will ensure that the improvements are of high quality and are consistent with applicable laws, ordinances, contracts, leases, and policies.

Please call me if you have any questions, or your staff may contact Robert Smythe at (213) 253-0101.

JN:AB:RS:TK

Attachment

c: Gary Jones, Director, Department of Beaches and Harbors
Peter Phinney, Chair, Small Craft Harbors Design Control Board
Twila P. Kerr, Chief, Commission Services

COMMISSION SUNSET REVIEW
LOS ANGELES COUNTY SMALL CRAFT HARBORS DESIGN CONTROL BOARD
REVIEW COMMENTS

Mission. Does the mission statement agree with the Board of Supervisors' (Board) purpose and expectations?

The stated mission agrees with the Los Angeles County Small Craft Harbors Design Control Board's (DCB) duties specified in the County Code. **CONCUR.**

Section 1. Relevance. Is the mission still relevant and in agreement with the Board's purpose and expectations?

The DCB reviews and approves the architectural design and landscaping of improvements to be constructed at each County harbor or marina for compliance with applicable laws, ordinances, contracts, leases, and policies. In addition, the DCB advises the Board and the Department of Beaches and Harbors (DBH) on the implementation of architectural design regulations, policies, and related matters.

In 1961, the Board approved and adopted the Specifications and Minimum Standards of Architectural Treatment and Construction, and appointed the DCB to review and approve the architectural design and landscaping of proposed improvements to be constructed in Marina del Rey (MDR). This was reiterated in the Los Angeles County Local Coastal Program (LCP), which governs all development in MDR. The LCP was approved and adopted by the Board, and certified by the California Coastal Commission, in 1984.

The DCB's mission appears to be **RELEVANT.**

Section 2. Meetings and Attendance. Are required meetings held and is attendance satisfactory?

The DCB held 28 meetings from January 2011 to June 2014 (approximately eight meetings each year). The average meeting attendance was 3.5 (70%) members.

The DCB's meeting frequency and attendance are **SATISFACTORY.**

Sections 3 and 4. Accomplishments and Results. Are listed accomplishments and results significant?

During this review period, the DCB reviewed and made recommendations on 86 MDR proposed improvement projects including signage, landscaping, painting, renovation, demolition, and new developments. For example, the DCB recommended approval of several projects that included the

completion/improvements of pedestrian promenades to enhance access to and enjoyment of MDR's waterfront area.

The DCB's accomplishments and results are **SIGNIFICANT**.

Section 5. Objectives. Are the objectives compatible with the mission and goals and relevant within the current County environment?

The DCB's objective for the coming period is to continue reviewing architectural design and landscaping improvement projects for MDR properties. The DCB will ensure that the improvements are of high quality and are consistent with applicable laws, ordinances, contracts, leases, and policies.

The DCB's future objectives appear **RELEVANT**.

Section 6. Resources. Are the resources utilized by the entity in support of the entity's activities warranted in terms of the accomplishments and results?

DBH provides the DCB with necessary staff support, services/supplies, and stipends, totaling approximately \$201,500 for Fiscal Year 2013-14.

The DCB's expenses appear to be **WARRANTED**.

Section 7. Recommendation.

**EXTEND THE SUNSET REVIEW DATE FOR THE LOS ANGELES COUNTY
SMALL CRAFT HARBORS DESIGN CONTROL BOARD TO MARCH 31, 2019.**